

# Board of Elections and Ethics

Description	FY 2002 Approved	FY 2003 Proposed	% Change
Operating Budget	\$3,503,118	\$3,585,344	2.3

The mission of the Board of Elections and Ethics is to administer and enforce the election law of the District of Columbia by providing voter registration, qualifying candidates and measures for ballot access, and conducting elections.

The agency plans to fulfill its mission by achieving the following strategic result goals:

- Use information technology to improve the accuracy and timeliness of the voting process.
- Upgrade the board's 20 year-old voter tabulation systems using state-of-the-art technologies.
- Ensure that all registered qualified voters are educated on the new voting system.
- Integrate the 2000 Census figures into the election process.

The three members of the board are responsible for administering all the electoral processes for 8 election wards, 140 voting precincts, 37 advisory neighborhood commissions (ANC), and 299 ANC single member districts.

## Did you know...

Website <http://www.dcboee.org/>

Voter registration forms are available at the agency's website, as well as DC libraries, fire houses and police stations.

Voter registration deadline: Voter registration forms must be postmarked 30 days before an election to qualify.

District residents could not vote for President until the 23rd amendment to the Constitution was ratified in 1961. District residents first voted in the 1964 election. However, District residents do not have representation in Congress.

## Where the Money Comes From

Table DL0-1 shows the source(s) of funding for the Board of Elections and Ethics.

Table DL0-1

### FY 2003 Proposed Operating Budget, by Revenue Type

(dollars in thousands)

	Actual FY 2000	Actual FY 2001	Approved FY 2002	Proposed FY 2003	Change From FY 2002
Local	3,214	3,266	3,503	3,585	82
Other	317	0	0	0	0
<b>Gross Funds</b>	<b>3,531</b>	<b>3,266</b>	<b>3,503</b>	<b>3,585</b>	<b>82</b>

## How the Money is Allocated

Tables DL0-2 and 3 show the FY 2003 proposed budget and FTEs for the agency at the Comptroller Source Group level (Object Class level).

Table DL0-2

### FY 2003 Proposed Operating Budget, by Comptroller Source Group

(dollars in thousands)

	Actual FY 2000	Actual FY 2001	Approved FY 2002	Proposed FY 2003	Change from FY 2002
Regular Pay - Cont Full Time	1,477	1,542	1,685	1,654	-31
Regular Pay - Other	440	236	170	170	0
Additional Gross Pay	202	201	28	50	22
Fringe Benefits - Curr Personnel	242	280	258	260	2
Unknown Payroll Postings	-2	0	0	0	0
<i>Personal Services</i>	<i>2,360</i>	<i>2,259</i>	<i>2,141</i>	<i>2,133</i>	<i>-7</i>
Supplies And Materials	51	17	25	45	20
Energy, Comm. And Bldg Rentals	29	65	57	75	19
Telephone, Telegraph, Telegram, Etc	65	44	53	121	68
Rentals - Land And Structures	122	105	158	167	9
Janitorial Services	0	0	20	20	0
Security Services	0	0	24	27	3
Other Services And Charges	641	635	845	805	-39
Contractual Services - Other	129	49	96	96	0
Equipment & Equipment Rental	135	93	85	95	10
<i>Non-personal Services</i>	<i>1,171</i>	<i>1,007</i>	<i>1,363</i>	<i>1,452</i>	<i>89</i>
<b>Total Proposed Operating Budget</b>	<b>3,531</b>	<b>3,266</b>	<b>3,503</b>	<b>3,585</b>	<b>82</b>

Table DL0-3

**FY 2003 Full-Time Equivalent Employment Levels**

	Actual FY 2000	Actual FY 2001	Approved FY 2002	Proposed FY 2003	Change from FY 2002
Continuing full time	26	25.5	38	38	0
Term full time	16.25	3.75	12	12	0
<b>Total FTEs</b>	<b>42.25</b>	<b>29.25</b>	<b>50</b>	<b>50</b>	<b>0</b>

**Local Funds**

The proposed Local budget is \$3,585,344, an increase of \$82,226 or 2.3 percent over the FY 2002 approved budget of \$3,503,118. This variance includes a decrease of \$7,084 in personal services and an increase of \$89,310 in nonpersonal services.

There are 50 FTEs funded by Local sources, which represents no change from FY 2002.

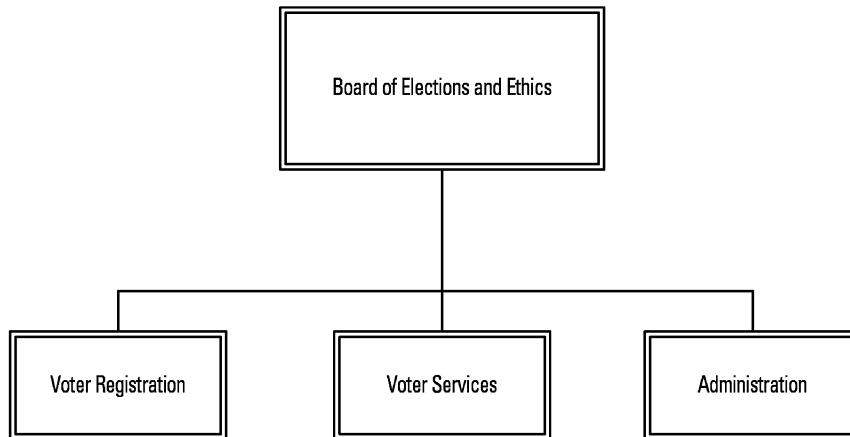
Significant changes are:

- A decrease of \$30,947 in salaries based on prior year actual expenditures and expected

expenditures for FY 2003.

- An increase of \$23,863 in additional gross pay and fringe benefits due mainly to an increased need for overtime.
- An increase of \$20,000 in supplies due to costs associated with the upcoming election.
- A increase of \$98,750 in fixed costs, primarily attributed to telecommunications costs.
- A decrease of \$39,440 in other services due to the changing needs of the agency.
- An increase of \$10,000 in equipment due to a reassessment of the agency's needs.

Figure DL0-1

**Board of Elections and Ethics****Programs**

Consistent with its mission, the Board operates the following programs:

**Voter Registration**

This program notifies all registered qualified electors of their polling place locations by mail. It also ensures that all registered qualified voters are educated on new voting systems.

**Voter Services**

This program monitors candidate qualification. Before each election, Voter Services:

- Provides candidates with the information and documents necessary for them to qualify for office, including petitions and declarations of candidacy.
- Manages challenges during the period when any registered voter can challenge a candidate's petition to run for office.

- Provides badges for all poll watchers.

## Administration

This program oversees the planning, management, and conduct of elections in the District.

When precincts must be relocated, it identifies facilities that are accessible to people with disabilities. This office also:

- Keeps the public informed by designing and directing a comprehensive public information program related to registration, candidate qualification, and voter services.
- Handles procurement for the Board.
- Designs and maintains the organizational structure of the Board's services.
- Advises Board members of the possible effects of proposed policy or legislative changes.
- Implements Board policies and regulations.

## Agency Goals and Performance Measures

### Goal 1: To register qualified residents and educate voters on the voting process.

*Citywide Strategic Priority Areas:* Making Government Work; Enhancing Unity of Purpose and Democracy

*Manager:* Kathryn A. Fairley, Registrar of Voters  
*Supervisor:* Alice P. Miller, Executive Director

#### Measure 1.1: Percent of voter services programs administered

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	N/A	75	85	85	85
Actual	N/A	N/A	-	-	-

#### Measure 1.2: Accuracy of voter registry (percent)

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	70	75	80	88	88
Actual	74	N/A	-	-	-

#### Measure 1.3: Percent of eligible residents located and identified

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	74	75	80	88	88
Actual	75	N/A	-	-	-

#### Measure 1.4: Percent of residents provided with voter education and information on updated voting systems

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	N/A	85	100	100	100
Actual	N/A	N/A	-	-	-

### Goal 2: Perform comprehensive planning and support for election operations.

*Citywide Strategic Priority Areas:* Making Government Work; Enhancing Unity of Purpose and Democracy

*Manager:* Marvin A. Ford, Chief of Staff  
*Supervisor:* Alice P. Miller, Executive Director

#### Measure 2.1: Percent of polling places identified as capable of serving the disabled community

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	80	85	90	95	95
Actual	85	87	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

#### Measure 2.2: Percent of intra-District coordination for agency activities surrounding elections, such as security and drivers, that is provided by the Board

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	85	90	95	100	100
Actual	100	100	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

#### Measure 2.3: Percent of planned Internet Web site complete

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	80	90	95	100	100
Actual	85	95	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

### Goal 3: Manage poll worker activities and provide required staffing assignments.

*Citywide Strategic Priority Areas:* Making Government Work; Enhancing Unity of Purpose and Democracy

*Manager:* Marvin A. Ford, Chief of Staff  
*Supervisor:* Alice P. Miller, Executive Director

#### Measure 3.1: Number of poll workers

	2000	Fiscal Year		2003	2004
		2001	2002		
Target	1400	1500	1700	2500	2500
Actual	3000	1788	-	-	-

Note: FY 2001 actual figure is from October 2000 through January 2001.

**Goal 4: Establish priorities for the Board in matters regarding election related legal disputes.**

*Citywide Strategic Priority Areas:* Making Government Work; Enhancing Unity of Purpose and Democracy

*Manager:* Kenneth J. McGhie, General Counsel

*Supervisor:* Alice P. Miller, Executive Director

**Measure 4.1: Percent of legal matters before the Board that are competently analyzed**

	Fiscal Year				
	2000	2001	2002	2003	2004
Target	90	95	100	100	100
Actual	N/A	100	-	-	-

**Measure 4.2: Percent of pending legislation that will affect the Board's processes that receive statutory recommendations and comments**

	Fiscal Year				
	2000	2001	2002	2003	2004
Target	88	90	92	92	92
Actual	N/A	100	-	-	-